

# ***Program-Area Criteria & Descriptions***

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## **Addendum A to the 2013 Delaware Senior Center Grant-in-Aid Application**

Please use this addendum to complete **Section 5 of the Grant-in-Aid Application**. The following nine program-areas are detailed:

- Transportation
- Nutrition
- Social & Recreational
- Health, Wellness, and Support Services
- Physical Fitness
- Aquatics
- Educational Enrichment
- Outreach & Reference
- Adult Day Care

**If you have questions about how to use this document, please contact  
Lori Christiansen, Grant-in-Aid Coordinator, at 302-744-4200 or  
Eric Jacobson, University of Delaware, at 302-831-1711.**

## Program-Area Criteria & Descriptions

Below is a brief description, list of staffing and frequency requirements, and activity or service examples for each of the nine program-areas included in **Section 5** of the Grant-in-Aid application. Please use the program-area criteria and descriptions to assist you in completing **Section 5 Program-Area Questionnaire**.

CRITERIA	1. Transportation	2. Nutrition
<b>DESCRIPTION OF CRITERIA</b>	Providing transportation to and from a senior center allows those seniors who prefer not to drive or who are unable to drive to remain active participants; prevents and/or counteracts isolation and immobility.	A congregate meal program is offered to ensure that seniors are receiving the nutrition essential for proper health and functionality. Food provided should comply with the <i>Dietary Guidelines for Americans</i> .
<b>PREFEREABLE REQUISTES</b>  √ = Senior Center must provide with Grant-in-Aid Application or during site visit	√ Transportation schedule √ Evidence of vehicle (e.g., van or bus registration, driver's license)	√ Menu schedule
<b>FREQUENCY</b>	Transportation to and from a center should be available at least twice a day during regularly scheduled senior center hours.	Congregate meals should be offered at least once daily during regularly scheduled senior center hours.
<b>STAFFING AND CERTIFICATION</b>	Fully licensed driver must be available for all transports. Can be paid or volunteer.	Pre-prepared meals delivered by an outside agency are acceptable; upon delivery, meals may be prepared for consumption by volunteer or paid staff.
<b>EXAMPLES</b>	Other forms of transportation besides to and from the center may include: shopping trips, recreational and cultural outings, and medical appointments.	City Fare Program  Congregate breakfast, lunch, dinner, weekend  Meals on Wheels

## Program-Area Criteria & Descriptions

CRITERIA	3. Social & Recreational	4. Health, Wellness, and Support Services
<b>DESCRIPTION OF CRITERIA</b>	Social and recreational activities are offered to stimulate participants' basic processes such as working memory, speed of processing and verbal knowledge. Such programs should be easily differentiated from programs aimed at physical fitness and/or educational enrichment.	Health, wellness and support programs are those that are designed to promote the mental, spiritual, and emotional health of senior center participants. Support groups may include diabetes, Alzheimer's, and other programs aimed at counseling and/or nurturing specific groups of participants. Centers should demonstrate efforts to be creative in involving and supporting the elderly community.
<b>PREFEREABLE REQUISTES</b>  √ = Senior Center must provide with Grant-in-Aid Application or during site visit	√ Social and recreational program descriptions √ Schedule of programs offered	√ Schedule of health and wellness programs and/or support groups √ Staff resumes that reflect related experience to the programs offered
<b>FREQUENCY</b>	Social and/or recreational activities should be offered daily during regularly scheduled senior center hours.	Minimum of two health, wellness or support programs or services per month.
<b>STAFFING AND CERTIFICATION</b>	May be facilitated by paid staff or volunteers.	Paid staff or volunteer with the educational or job experience needed to support the emotional health of individuals.
<b>EXAMPLES</b>	Bingo, card games, arts & crafts, informal walking.	Health and Wellness Programs: nutrition counseling, medication management, and health talks/lectures.  Support Groups: Family, reminiscence, alcohol and drug abuse, caregiver support.

## Program-Area Criteria & Descriptions

CRITERIA	5. Physical Fitness	6. Aquatics
DESCRIPTION OF CRITERIA	A fitness center provides exercise equipment, space for fitness classes, and/or the support staff needed to assist participants with the safe use of equipment and/or development of a safe fitness program. The fitness center should be located in a separate and designated area.	Providing access to a pool offers several benefits to senior participants, including physical fitness activity, relaxation activities, and rehabilitation for certain physical ailments associated with aging.
<b>PREFEREABLE REQUISTES</b>  √ = Senior Center must provide with Grant-in-Aid Application or during site visit	√ Sample fitness plans √ Written safety rules of fitness center √ Schedule of fitness classes or training sessions √ Documents that reflect staff certification requirements (e.g., resumes)	√ Schedule of aquatics classes √ Schedule of pool hours √ Proof of Transportation to and from pool, if off-site √ Contract or method of cooperation with local pool, if off-site
FREQUENCY	A senior center must provide access to physical fitness services and/or a fitness center during the hours of operation of the center.	An on-site pool should be open at least one day per week <b>or</b> transportation to an off site pool should be provided at least one day per week.
STAFFING AND CERTIFICATION	Certified fitness instructor on staff, or sufficient access to a certified instructor (at least five hours per week); can be paid or volunteer.	Certified lifeguard must be present during hours of operation. Certified fitness instructor on staff or access to one for classes; can be paid or volunteer.
EXAMPLES	Fitness center with <u>staff present for at least five hours per week</u> , modified strength training and cardiovascular exercises, walking, line dancing.	Pool activities may include arthritis aquatic program, deep-water exercise class, and/or free swim time.

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CRITERIA	7. Educational Enrichment	8. Outreach & Reference
DESCRIPTION OF CRITERIA	Educational enrichment programs are offered to provide senior center participants with an increased knowledge of specific topics of interest to seniors. Such programs should be easily differentiated from social and recreational activities. Senior centers must offer at least one type of class to receive credit for this criterion.	Outreach & Reference services are those that either encourage senior center participants to become more self-sufficient or that assist participants by enhancing their quality of living.
PREFEREABLE REQUISTES  √ = Senior Center must provide with Grant-in-Aid Application or during site visit	<ul style="list-style-type: none"> <li>√ Schedule of enrichment activities or services offered</li> <li>√ Descriptive program or education plans</li> <li>√ Documents that reflect staff certification requirements (e.g., resumes)</li> </ul>	<ul style="list-style-type: none"> <li>√ Schedule of services offered</li> <li>√ Pamphlets or descriptive brochures</li> </ul>
FREQUENCY	Educational Enrichment classes should be available at least one to two times per week for 30 weeks or more per year.	Service should be available to participants at least one to two times per week for 30 weeks or more per year. Services can be provided by phone, appointment, or drop-in.
STAFFING AND CERTIFICATION	Paid staff or volunteer with educational background and/or life experience in relevant educational enrichment offering.	Paid staff member(s) or volunteer with defined responsibility for coordinating the center's outreach services.
EXAMPLES	Computer classes, foreign language classes, nutrition education, consumer information classes.	<p>Outreach: Providing information on housing, transportation, medical insurance, or medical needs.</p> <p>Reference: Efforts that may include referrals to home repair programs for low-income elderly, for legal services, employment, or other programs/services.</p>

## Program-Area Criteria & Descriptions

CRITERIA	9. Adult Day Care
DESCRIPTION OF CRITERIA	An adult day care center provides health, social and appropriate support services for functionally impaired adults. Such a center should be a stand-alone facility, meaning that there is a separate room or space designated to this purpose, which could stand alone if required.
<p>PREFEREABLE REQUISTES</p> <p>√ = Senior Center must provide with Grant-in-Aid Application or during site visit</p>	<p>√ License from the Delaware Department of Health and Social Services (DHSS)</p>
FREQUENCY	Should adhere to requirements specified by the State of Delaware Regulations for Adult Day Care Facilities.
STAFFING AND CERTIFICATION	Should adhere to requirements specified by the State of Delaware Regulations for Adult Day Care Facilities.
EXAMPLES	Monitored activities services, such as a nutrition program and social (e.g., arts and crafts, reminiscing) or outreach services.